

Minutes from the July 18, 2001 MSFC PMC

Prepared by VS10/Rich Gladwin

DE01/Axel Roth chaired the meeting for Art Stephenson. Two presentations were made: (1) PMC Improvement Team Near-Term Recommendations and (2) Chandra X-ray Observatory Independent Annual Review results.

Patrick McDuffee presented the first topic, PMC Improvement Team Near-Term Recommendations. The purpose of the presentation was to review the teams near term recommendations and resolve issues from the Directorate pre-coordination meetings to gain approval from the PMC to fully implement the team's near-term recommendations. Axel Roth asked if the team had pre-coordinated the recommendations with all Directorates. Mr. McDuffee responded that all the Directorates that currently have or are proposed to have projects reporting to the PMC had been briefed except TD and SLI. Mr. McDuffee began by outlining the scope, membership, and approach of the PMC Improvement Team. He then introduced the near-term recommendations. He explained that the proposed Projects required to report to the MSFC PMC would be all MSFC managed Projects and single Program projects that Provide Aerospace Products and Capabilities (PAPAC) excluding Research and Technology Objectives and Plans (RTOPS), Center Director Discretionary Funds (CDDF), and Space Act Agreements. While presenting the near term recommendations, Bill Kilpatrick questioned whether the proposed Projects, recommended for reporting to the PMC, was a comprehensive list. Specifically, he inquired if Independent Research and Development (IRAD) work would also be excluded. Mr. McDuffee responded that the exclusions were not exhaustive and that IRAD work would also be excluded if it is research type work. Chris Singer questioned whether work on concepts is currently required to report to the PMC. Mr. McDuffee clarified that the proposed approach would require reporting prior to submitting the proposal, but not for authority to pursue a concept. Mr. Kilpatrick questioned whether out of board concurrence would be acceptable for approving proposals without convening the PMC. Mr. McDuffee responded that provisions were made for out of board approvals. He acknowledged that the details for gaining out of board approval must be clearly defined. Axel Roth acknowledged the concerns over the PMC becoming overburdened in approving small proposals. David Throckmorton offered that many small proposals summed together resulted in large commitments. Ann Whitaker expressed that Science Directorate's proposal traffic could potentially be heavy and typically have short time frames to meet proposal deadlines. Steve Beale then questioned how large tasks, not considered projects, are managed if they don't come through the PMC. Mr. McDuffee indicated that the strategic planning council (SPC) is responsible for managing resources for all MSFC tasks and Projects. He went on to identify the differing scope of the two management bodies. The PMC focus, as identified in NPG 7120.5A, is limited to PAPAC programs and Projects whereas the SPC scope addresses all activities that use the MSFC workforce. Mr. McDuffee also suggested that the PMC Improvement Team would be assessing how the PMC should interact or be combined with the SPC as part of their long-term recommendations. At this point Mr. McDuffee suggested that he take an action to resolve the stated concerns.

ACTION 1:**Assigned to:** VS10/ Patrick McDuffee**Action:** Reassess the elimination of thresholds and the recommended replacement criteria to address concerns of undue burden on the MSFC PMC and Projects, especially for small efforts. Clearly identify which Projects would be required to report to the MSFC PMC and the process for gaining approval through a formal board or as an out of board activity. Coordinate the revised approach with the affected Directorates, then report the results to the next PMC.**Due Date:** 8/15/01

Jan Davis then expressed concern that reporting to the MSFC PMC for all instances where a Project gets outside their approved resources and objectives would result in excessive reporting to the PMC. Alex Roth indicated that some flexibility should be added to the reporting requirements to prevent excessive reporting (i.e., once Center Management understands the issue, the Project shouldn't be required to come back to the PMC unless there are new out of scope issues). Mr. McDuffee then reviewed the current and proposed MSFC PMC Board membership. He highlighted that Mr. Stephenson had asked that the MSFC Associate Directors be allowed to act as an alternate chairperson in his absence. While presenting the proposed PMC membership, Axel Roth directed that the proposed "Ad Hoc Member" be struck from the list. Mr. Roth indicated that the Center Director could ask for additional PMC support whenever needed. Bill Kilpatrick asked for a better definition of the types of work included when using the term "PAPAC projects". Mr. McDuffee indicated that NASA headquarters has only vaguely defined the term.

Next, Gerry Flanagan presented the Chandra Independent Annual Review (IAR) results. Mr. Flanagan reviewed the IAR team composition, briefly described the Chandra program, outlined the teams findings and recommendations, and gave the IAR's program assessment. During the discussion of operating the Smithsonian Astrophysical Observatory (SAO), Axel Roth questioned if the program had a plan in place to address the long-term problem of retaining console operators. Roger Brissenden responded that operators were given career paths and engineers were being cross-trained to keep their interests. This has resulted in an acceptable attrition rate. The IAR team concluded that no significant findings were found during its review and that the Chandra program understood and was working all of the team's findings.

The meeting concluded after Action Item 1 was reviewed.

Attendance for Center PMC
July 18, 2001

Name	Organization
<u>COUNCIL MEMBERS</u>	
Axel Roth (Chairman)	DE01/VS01
Bill Kilpatrick	ED01
Jan Davis	FD01
Ann Whitaker	SD01
Chris Singer (for Denny Kross)	TD01
Amanda Goodson	QS01
Jim Carter (for Sheila Cloud)	AD01
Steve Beale	PS01
Tereasa Washington	CD01
 <u>OTHERS IN ATTENDANCE</u>	
Rich Gladwin (PMC Secretariat)	VS10
David Throckmorton	ED01
Jim McGroary	LS01
John Brunson	VS10
Tony Lavoie	FD03
Wendell Colberg	ED30
Bill Simpson	RS40
Gerald Flanagan	VS10
David Mobley	TMI
Ronald Young	PWI
Pam Takada	VS10
Steve Morris	PS41
Keith Hefner	FD11C
Dave Spacek	QS20
Keith Layne	QS21
Roger Brissenden	SAO/CXC
Patrick McDuffee	VS10